

Reading Guide

for DOE Order 425.1, *Startup and Restart of Nuclear Facilities*

Objectives

After studying this order, you should be able to:

- Identify its purpose and application;
- Define key terms;
- Distinguish between personnel responsibilities; and
- Describe the general requirements of the order.

These objectives will be tested by your ability to pass a quiz with a score of 8 out of 10 or better.

In addition, you should be able to discuss the following topics with your supervisor:

- The objective of the order;
- The process by which DOE line management determines an appropriate level of coverage by a facility representative, including factors that may be considered to adjust the established level of coverage;
- The application of the order to the following programs:
 - √ facility representative,
 - √ nuclear explosives safety, and
 - √ EH oversight;
- The authorities and responsibilities of the EH Resident.
- What constitutes acceptable contractor work performance in regard to this order; and
- Methods by which noncompliance with the order is determined and communicated to the contractor and DOE management.

These objectives will be tested and approved by your supervisor.

Time

You will need roughly two hours to read the order, complete the reading guide, and take the quiz.

Materials

This reading guide, a copy of the order, a highlighter, and pen.

Certification

Contact your training coordinator for a copy of the quiz pertaining to this order. Upon passing the quiz, complete the attached certificate for your file.

Developed by the Oakland Operations Office, Training and Development Branch, in support of Technical Qualification Standards: Facility Representative, Competency 2.1; Nuclear Explosives Safety, Competency 2.6; and Environmental Restoration, Competency 4.8.

For additional copies, contact Margaret Smeaton at 510-637-1840.

Reading Guide

As you read DOE Order 425.1, use the guide below to focus your thinking and to prepare for your discussion of this order with your supervisor. Taking the time to write your thoughts down will help you retain the information longer and make it more useful to you on the job. Be sure to write down questions as you read. Find a source—perhaps your supervisor—to answer them. You may also wish to highlight sections most pertinent to your job so that you can use the order as a job aid for future reference.

Overview

In your own words, state the:

- a. Objective of the order

- b. Applicability of the order

Key Terms

What is the difference between an Operational Readiness Review and a Readiness Assessment?

List the reports and plans that are part of the required documentation for an Operational Readiness Review.

What is Authorization Authority?

Make a list of other key terms you wish to remember and their meanings.

Responsibilities

Distinguish between the key responsibilities of the following personnel:

DOE Line Management

Heads of DOE Elements

Secretarial Officer

Assistant Secretary for ES&H

Contractor

Make a list of your personal responsibilities as detailed in this order.

What ramifications does this order have for the facilities representative program?

What ramifications does this order have for the nuclear explosives safety program?

What ramifications does this order have for the EH oversight program?

List any responsibilities of the EH resident identified in this order.

What does this order say about what constitutes acceptable contractor work performance?

List any methods by which noncompliance is determined and communicated to the contractor and DOE management.

Points of Interest

Note items you wish to discuss with your supervisor or that you want to remember for future reference.

Certificate of Completion

Please complete the certificate below. Provide a copy to your personnel office to include in your file and keep the original for your own reference.

I hereby confirm that I took the quiz for DOE Order 425.1, Startup and Restart of Nuclear Facilities and

() passed

() did not pass

with a score of 8 out of 10 or higher.

Signed _____ Date _____

Accepted by Supervisor _____ Date _____

I have discussed DOE Order 425.1, Startup and Restart of Nuclear Facilities, with _____ and am confident that he/she has a familiarity-level knowledge of the order.

Supervisor's Signature _____ Date _____